

Virginia Board of Counseling

Guidance for Applicants from Programs that do not meet Degree Program Requirements of 18VAC115-20-49

- 1) The Board will ratify all current applicants whose degree programs did not meet the requirements of 18VAC115-20-49, but who have received a letter of approval for registration of supervision and/or approval of such programs. Applicants must be advised of any of the thirteen (13) core areas of coursework, pursuant to 18VAC115-20-51, which must be completed before they are eligible to sit for the licensure examination. They may continue to work under supervision while they complete their remaining coursework. Applicants should be advised of the importance of compliance with 18VAC115-20-52 B 10. All coursework and supervised residency hours, as required by 18VAC115-20-51 and 18VAC115-20-52, must be completed by July 1, 2017.
- 2) The Board will approve for supervision any individual who has submitted an application for registration of supervision and who holds a graduate degree in a program that does not meet the requirements of 18VAC115-20-49, but was approved by the Board since April 12, 2000. The thirteen (13) core areas of coursework, pursuant to 18VAC115-20-51, must be completed before they are eligible to sit for the licensure examination. Applicants should be advised of the importance of compliance with 18VAC115-20-52 B 10. All coursework and supervised residency hours, as required by 18VAC115-20-51 and 18VAC115-20-52, must be completed by July 1, 2017.
- 3) Persons holding a graduate degree in a program that does not meet the requirements of 18VAC115-20-49, but was approved by the Board since April 12, 2000, may apply to register supervision until July 1, 2013. The thirteen (13) core areas of coursework, pursuant to 18VAC115-20-51, must be completed before they are eligible to sit for the licensure examination. Applicants should be advised of the importance of compliance with 18VAC115-20-52 B 10. After July 1, 2013, the Board will no longer accept applications from persons holding degrees that are not in compliance with 18VAC115-20-49. All coursework and supervised residency hours, as required by 18VAC115-20-51 and 18VAC115-20-52, must be completed by July 1, 2017.

Applicable Sections of Regulations of the Board of Counseling:

18VAC115-20-49. Degree program requirements.

A. Programs that are approved by CACREP or CORE are recognized as meeting the definition of graduate degree programs that prepare individuals to practice counseling and counseling treatment intervention as defined in § [54.1-3500](#) of the Code of Virginia.

B. The applicant shall have completed a graduate degree from a program that prepares individuals to practice counseling and counseling treatment intervention, as defined in § [54.1-3500](#) of the Code of Virginia, which is offered by a college or university accredited by a regional accrediting agency and which meets the following criteria:

- 1. There must be a sequence of academic study with the expressed intent to prepare counselors as documented by the institution;*
- 2. There must be an identifiable counselor training faculty and an identifiable body of students who complete that sequence of academic study; and*
- 3. The academic unit must have clear authority and primary responsibility for the core and specialty areas.*

18VAC115-20-51. Coursework requirements.

A. The applicant shall have completed 60 semester hours or 90 quarter hours of graduate study in the following core areas with a minimum of three semester hours or 4.0 quarter hours in each of the areas identified in subdivisions 1 through 12 of this subsection:

- 1. Professional identity, function and ethics;*
- 2. Theories of counseling and psychotherapy;*
- 3. Counseling and psychotherapy techniques;*
- 4. Human growth and development;*
- 5. Group counseling and psychotherapy, theories and techniques;*
- 6. Career counseling and development theories and techniques;*
- 7. Appraisal, evaluation and diagnostic procedures;*
- 8. Abnormal behavior and psychopathology;*
- 9. Multicultural counseling, theories and techniques;*
- 10. Research;*
- 11. Diagnosis and treatment of addictive disorders;*
- 12. Marriage and family systems theory; and*
- 13. Supervised internship of 600 hours to include 240 hours of face-to-face client contact.*

B. If 60 graduate hours in counseling were completed prior to April 12, 2000, the board may accept those hours if they meet the regulations in effect at the time the 60 hours were completed.

18VAC115-20-52. Residency.

A. Registration.

1. Applicants who render counseling services shall:

a. With their supervisor, register their supervisory contract on the appropriate forms for board approval before starting to practice under supervision;

b. Have submitted an official transcript documenting a graduate degree as specified in [18VAC115-20-49](#) to include completion of the internship requirement specified in [18VAC115-20-50](#) or [18VAC115-20-51](#); and

c. Pay the registration fee.

2. After September 3, 2008, applicants who are beginning their residencies in exempt settings shall register supervision with the board to assure acceptability at the time of application.

B. Residency requirements.

1. The applicant for licensure shall have completed a 4,000-hour supervised residency in counseling practice with various populations, clinical problems and theoretical approaches in the following areas:

a. Counseling and psychotherapy techniques;

b. Appraisal, evaluation and diagnostic procedures;

c. Treatment planning and implementation;

d. Case management and recordkeeping;

e. Professional identity and function; and

f. Professional ethics and standards of practice.

2. The residency shall include a minimum of 200 hours of supervision between supervisor and resident occurring at a minimum of one hour and a maximum of four hours per 40 hours of work experience during the period of the residency. No more than half of these hours may be satisfied with group supervision. One hour of group supervision will be deemed equivalent to one hour of individual supervision. Supervision that is not concurrent with a residency will not be accepted, nor will residency hours be accrued in the absence of approved supervision.

3. *The residency shall include 2,000 hours of face-to-face client contact.*
4. *A graduate-level internship completed in a program that meets the requirements set forth in [18VAC115-20-49](#) may count for no more than 600 hours of the required 4,000 hours of experience. The internship shall include 20 hours of individual on-site supervision, and 20 hours of individual or group off-site supervision. In order to count toward the residency, internship hours shall not begin until completion of 30 semester hours toward the graduate degree.*
5. *A graduate-level degree internship completed in a CACREP- , CORE- or COAMFTE-approved program may count for no more than 900 of the required 4,000 hours of experience.*
6. *In order for any graduate-level internship to be counted toward a residency, either the clinical or faculty supervisor shall be licensed as set forth in subsection C of this section.*
7. *The board may consider special requests in the event that the regulations create an undue burden in regard to geography or disability which limits the resident's access to qualified supervision.*
8. *For applicants enrolled in an integrated course of study in an accredited institution leading to a graduate degree beyond the master's level, supervised experience may begin after the completion of 30 graduate semester hours or 45 graduate quarter hours, including an internship, and shall include graduate course work in the core areas as prescribed in [18VAC115-20-50](#) or [18VAC115-20-51](#).*
9. *Residents may not call themselves professional counselors, directly bill for services rendered, or in any way represent themselves as independent, autonomous practitioners or professional counselors. During the residency, residents shall use their names and the initials of their degree, and the title "Resident in Counseling" in all written communications. Clients shall be informed in writing of the resident's status and the supervisor's name, professional address, and phone number.*
10. *Residents shall not engage in practice under supervision in any areas for which they have not had appropriate education.*

C. Supervisory qualifications. A person who provides supervision for a resident in professional counseling shall :

1. *Document two years of post-licensure clinical experience;*
2. *Have received professional training in supervision, consisting of three credit hours or 4.0 quarter hours in graduate-level coursework in supervision or at least 20 hours of continuing education in supervision offered by a provider approved under [18VAC115-20-106](#) (Persons who have provided supervision for a residency prior to September 3, 2008, shall complete such coursework or continuing education by September 3, 2010; and*

3. Shall hold an active, unrestricted license as a professional counselor, marriage and family therapist, substance abuse treatment practitioner, school psychologist, clinical psychologist, clinical social worker, or psychiatrist in the jurisdiction where the supervision is being provided. At least 100 hours of the supervision shall be rendered by a licensed professional counselor.

D. Supervisory responsibilities.

1. Supervision by any individual whose relationship to the resident compromises the objectivity of the supervisor is prohibited.

2. The supervisor of a resident shall assume full responsibility for the clinical activities of that resident specified within the supervisory contract for the duration of the residency.

3. The supervisor shall complete evaluation forms to be given to the resident at the end of each three-month period.

4. The supervisor shall report the total hours of residency and shall evaluate the applicant's competency in the six areas stated in subdivision B 1 of this section.

E. Applicants shall document successful completion of their residency on the Verification of Supervision Form at the time of application. Applicants must receive a satisfactory competency evaluation on each item on the evaluation sheet. Supervised experience obtained prior to April 12, 2000, may be accepted toward licensure if this supervised experience met the board's requirements which were in effect at the time the supervision was rendered.